



GOVERNMENT OF GUAM  
DEPARTMENT OF CORRECTIONS  
*DEPATTAMENTON MANGNGURIHI*  
MANGILAO, GUAM 96913

March 29, 2023

MEMORANDUM

To: All housing units  
Custody Staff

Info: Visitor Processing Center, Mangilao and Hagatna Facility

From: Prison Security Administrator

Subject: 2023 Easter Holiday drop-off

In addition to regular incoming the following items below will be authorized for the month of April 2023 calendar. **The schedule for Easter drop will coincide with the unit's regular incoming for April 2023 Calendar.**

**Instructions:**

1. Only prisoners with an approved Visitation Listing will be authorized to receive these items.
  2. All items shall be in factory sealed packaging with weight and ingredients labeled in ENGLISH. Items that are open or have any indication of tampering will not be accepted.
  3. All items shall be in original plastic container/ sealed wrapper for health and sanitation concerns.
  4. Items wrapped in aluminum foil will not be accepted.
  5. Items may be placed in (01) Disposable **Plastic** bag. Any other type of bag materials will not be accepted.
  6. The approved items are very specific and ABSOULUTELY no substitution.
  7. There will be no make-up for Easter drop off.
  8. For those that are authorized care packages, Packages arriving thru mail must be post marked by **April 01, 2023 – April 29, 2023**, and anything beyond the allowable date will not be accepted.
  9. There will be no visitation during the Easter Drop week.
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	ITEM	QUANTITY
1	Candy	(06) total; Individual bars, No Hard Candy; No Foil; No Gummy Type (Not to exceed 16 oz.)
2	Nuts	(01) pound total; without shell; plastic/clear container, No metal foil, <i>NOT to be mixed with fruit and chocolate.</i>
3	Dry Squid	(01) pkg. not to exceed 8 oz.
4	Crackers (Ritz, Sky Flakes, Fitz, Wheat Thins, Navy Biscuits)	(01) pkg. not to exceed 10 oz.; NOT IN A CASE/CONTAINER
5	Granola Bar	(16) bars total, No Protein bars
p6	Muffins Variety	(12) Must be individually wrapped and sealed

**Exclusions:**

- Prisoners on Disciplinary Segregation are excluded to receive the food items, only personal hygiene is allowed.
- Housing unit under lockdown status will not receive the food items, only personal hygiene is allowed.

For compliance,

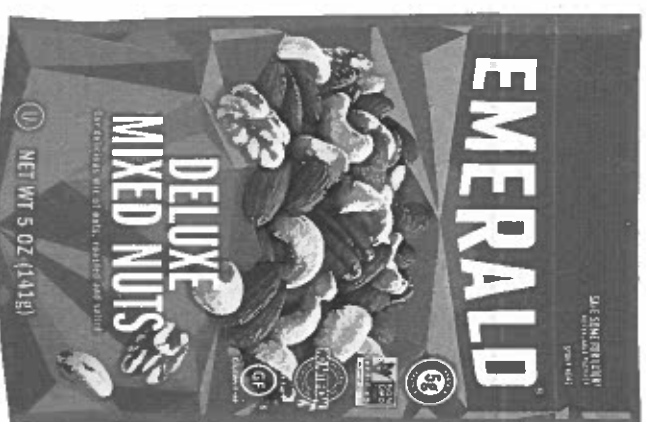
  
Colonel Alan P. Borja, Warden



06 total; Individual bars, No hard candy; No foil; No gummy type (Not to exceed 16 oz.)



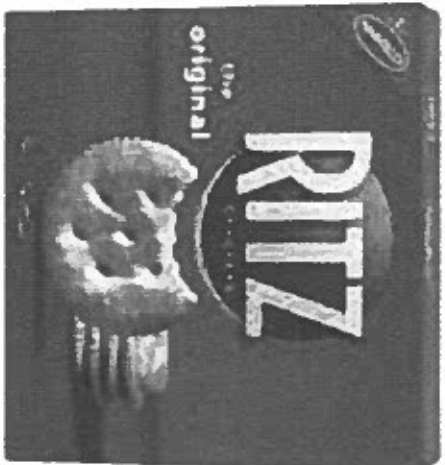
or



01 Pound total; without shell; clear / plastic container, No metal, foil.  
Not to be mixed with fruit or chocolate.



01 package not to exceed 80z.



01 package not to exceed 10oz. Not in a case or container



12 each individually wrapped and sealed

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VISITATION AND INCOMING CALENDAR FOR APRIL 2023

SUNDAY	1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	1					
			*REVISED*										
SUNDAY	2	MONDAY	3	TUESDAY	4	WEDNESDAY	5	THURSDAY	6	FRIDAY	7	SATURDAY	8
				Post 2 Post 4	0900-1000 1030-1130	Pre-Hearing Max. Level Admin. Sec.	0900-1000 1030-1130 1200-1300	Cube #2 Cube #3	0900-1000 1030-1130		Post 9 / 24 0900-1700		
				Post 8 West Wing Detainees North Wing Inmate/Federals	1200-1300 1430-1530			Cube #4 Cube # 5/6	1300-1400 1430-1530	Post 7 (DOC) Post 7 (GBHWC)	0900-1000 1030-1130		
SUNDAY	9	MONDAY	10	TUESDAY	11	WEDNESDAY	12	THURSDAY	13	FRIDAY	14	SATURDAY	15
		DOMES (25 & 29)		Post 5		Post 17		Post 16					
		Post 25 L-Z Post 25 A-K Post 29 L-Z Post 29 A-K	0900-1000 1030-1130 1300-1400 1430-1530	East Wing Cell 9-16 East Wing Cell 1-8 North Wing Cube 3A	0900-1000 1030-1130 1300-1400	Cube 4A Cube 4B Cube 3B Cube 1A Cube 1B	0900-1000 1030-1130 1300-1400 1430-1530 1600-1700	Charlie Block Bravo Bottom Tier Bravo Block Top Tier	0900-1000 1030-1130 1200-1300	Alpha Bottom Tier Alpha Block Top Tier	0900-1000 1030-1100		
SUNDAY	16	MONDAY	17	TUESDAY	18	WEDNESDAY	19	THURSDAY	20	FRIDAY	21	SATURDAY	22
				POST 16 0800-1130 / 1230-1600		DOMES 0800-1130 / 1230-1600		POST 5 / 6 0800-1130 / 1230-1600		POST 2 / 4 / 7 0800-1130 / 1230-1600			
SUNDAY	23	MONDAY	24	TUESDAY	25	WEDNESDAY	26	THURSDAY	27	FRIDAY	28	SATURDAY	29
		INCOMING		INCOMING		INCOMING		INCOMING					
		POST 8 / 28 RSAT 0800-1130 / 1230-1600		POST 18 0800-1130 / 1230-1600		POST 17 0800-1130 / 1230-1600		POST 9 / 24 0800-1130 / 1230-1600					
SUNDAY	30												

POST 9 / 24  
0900-1700

09.18.2023

\* A Limit of (05) Visitors who are FULLY Vaccinated

\*Prisoner must be FULLY Vaccinated to participate in Visitation

\*Visitors and Prisoners are required to wear Face Mask and Face Shield.

\*NON-CONTACT Visitation

\*No Snacks or Quarters will be Allowed.

POST 16  
0800-1130 / 1230-1600  
POST 17  
0800-1130 / 1230-1600  
POST 18  
0800-1130 / 1230-1600  
POST 19  
0800-1130 / 1230-1600  
POST 20  
0800-1130 / 1230-1600  
POST 21  
0800-1130 / 1230-1600  
POST 22  
0800-1130 / 1230-1600  
POST 23  
0800-1130 / 1230-1600  
POST 24  
0800-1130 / 1230-1600  
POST 25  
0800-1130 / 1230-1600  
POST 26  
0800-1130 / 1230-1600  
POST 27  
0800-1130 / 1230-1600  
POST 28  
0800-1130 / 1230-1600  
POST 29  
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POST 30  
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- \* NON-CONTACT Visitation
- \* No Snacks or Quarters will be Allowed.
- \* Any Violation is subject to termination of visitation.

\*Schedule is subject to change without prior notice.

\*Only individuals approved on the Visitation List will be allowed to visit and/or deliver incoming

\*Visitation is sch

\*It is the responsibility of the prisoner to advise their visitors of the Visitation Schedule, Visitation & Dress Code Policy.

\*OUTGOING: Shall be ready for pick up from each Unit the evening before each incoming.

\*As per Unit Directive No. ACF 02-10, Prisoners may add or delete individuals to visitation list after six (06) months from last approved submission.

\*OUTGOING shall be ready for pick up the evening prior to scheduled Incoming Day.

Prepared By  
T. B. Gogue, COII, VPE OFFICER IN CHARGE  
Concurred By  
Captain F. N. Santos, Auxiliary Commander